

MINUTES OF THE MEETING OF THE COUNCIL OF TRUSTEES
CLARION UNIVERSITY OF PENNSYLVANIA
FEBRUARY 19, 2015
108 EAGLE COMMONS
CLARION CAMPUS, CLARION, PA 16214

7:00 P.M.

I. RECORDING OF ATTENDANCE

The meeting was called to order by Mr. Kifer, Chairperson, with the following Trustees present:

Dr. Syed Ali-Zaidi
Mrs. Milissa Steiner Bauer, Secretary
Mrs. Susanne Burns
Ms. JD Dunbar, Vice Chairperson (via conference phone)
Mr. R. Lee James
Mr. James Kifer, Chairperson
Ms. Donna Oberlander
Mr. Randy Seitz
Mr. Darren Young

The following Trustees were absent:

Mr. Howard Shreckengost
Mr. Jeffrey Szumigale

The following members of the University administration attended the meeting:

Mr. Len Cullo, Vice President for Finance and Administration
Dr. Jocelind Gant, Assistant to the President for Social Equity and Associate Vice
President for International Programs
Mr. James Geiger, Vice President for University Advancement
Dr. Colleen McAleer, Interim Executive Dean, Venango College
Dr. Ronald Nowaczyk, Provost and Academic Vice President
Dr. Karen Whitney, President

II. Minutes

A motion was made by Dr. Ali-Zaidi, seconded by Ms. Oberlander, that the minutes of the November 20, 2014 regular meeting of the Council of Trustees be approved as distributed by mail. The motion carried unanimously.

III. COMMUNICATIONS

A. Public Comments - None

B. Report of Student Senate

Clarion Student Senate President Marissa Kealey reported that a new Recognized University Organization (RUO) for the university's music organizations had been created as a means of simplifying the Clarion Student Association budget allocation process to student groups.

C. Report of Faculty Senate

No report.

D. Council Chairperson's Report

Mr. Kifer reminded the Council's Nominating Committee that they would be presenting their recommended slate of officers for 2015-2016 at the April 23, 2015 Council meeting. He also announced that the Spring PA Association of Councils of Trustees (PACT) Conference would be held on April 16-17 in Harrisburg.

Mr. Kifer announced that the Council's Presidential Leadership Review Committee, led by trustee Dunbar, would meet with constituent group leaders on the morning of Friday, March 27, to secure their input for President Whitney's annual evaluation. Linda Campbell will be contacting the groups to develop a schedule of interview sessions. The Council of Trustees' report on President Whitney's performance is due to the Chancellor's Office by May 1.

Mr. Kifer reminded trustees to complete the Statement of Financial Interests form and submit them to the State Ethics Commission no later than May 1, 2015.

IV. REPORTS AND RECOMMENDATIONS OF THE PRESIDENT

A. President

Information Items

1. Introductions

Dr. Whitney introduced new hires Mr. Len Cullo, Vice President for Finance and Administration and Mr. Jason Hendershot, Director of Public Safety and Chief of Police and reviewed the skills and experience that each brought to his new role.

2. PASSHE Update

President Whitney reported on the PASSHE Council of Presidents' retreat and meeting with Chancellor Frank Brogan and Board of Governors Chair Guido Picini. She noted that both the Chancellor and the Chair had been visiting with the PA Legislature to advocate for the PASSHE and the value that it brings to the Commonwealth.

3. Presidential 500-Day Plan v.3, February 2015 Status Report

Dr. Whitney highlighted areas of progress toward her achievement of her 500-Day Plan goals. She noted her service on the board for the Rural Regional College and her interest in helping to build an organization that would partner well with existing colleges and universities, including Clarion University.

4. Points of Pride

Dr. Whitney reviewed items on the February Points of Pride handout, including Clarion's proposal to PASSHE for an online B.S. in Criminal Justice. She noted that the university was also asking for approval of a proposed B.S. in Nutrition and Fitness. Trustee Oberlander noted her desire to see the B.S. in Criminal Justice offered on ground as well as on line.

B. Academic Affairs

Information Items

1. Appointment of Venango College Executive Dean

Dr. Nowaczyk reported that Dr. Roxanne Gonzales had been appointed to the position of Executive Dean of Venango College, effective July 1. He noted that Dr. Gonzales had a strong background in adult learning, extended campuses, and Veterans' education and would be joining Clarion University on a part-time basis as special assistant to the provost prior to assuming her new duties at Venango. Dr. Nowaczyk thanked Dr. Colleen McAleer for her leadership as Interim Executive Dean of Venango College

during the transition period following the departure of former Executive Dean Chris Reber.

2. Enrollment and Retention Update

Dr. Nowaczyk turned the podium over to Dr. David Behrs, Interim Dean of Enrollment Management. Dr. Behrs shared copies of the February 2015 enrollment report and noted that accepted students for fall 2015 were up 16% over the prior year. He noted that scholarship offers appeared to be having a positive impact on applications. Dr. Behrs also reviewed a number of recruitment activities, including a Writing Achievement Award Competition, faculty and student phone-a-thons, and dessert receptions for admitted students in the Pittsburgh area. Trustee Seitz asked why his fifteen year old son would be getting recruitment information from Slippery Rock University. Dr. Behrs suggested that the mailing could be tied to his son's performance on the PSATs.

C. Finance and Administration

Action Items

1. Certification of Foundation Compliance with Board of Governors Policy 1985-04-A, University External Support

Mr. Cullo shared information indicating that the Clarion University Foundation, Inc. was in full compliance with Board of Governors Policy 1985-04-A, University External Support. Audited figures confirmed that total costs incurred by the Foundation in support of the university totaled more than \$5.9 million for the year ended June 30, 2014, while financial support by the university to underwrite the Foundation's fund-raising and administrative activities totaled \$1.3 million for the same time period.

A motion was made by Mr. Seitz, seconded by Ms. Bauer, to approve the following resolution. The motion carried unanimously.

RESOLVED, that the Council of Trustees, Clarion University of Pennsylvania, upon recommendation of the President, hereby certifies that the Clarion University Foundation, Inc., complies with the Board of Governors Policy 1985-04.

2. Approval of Capital Program Submissions, 2015-2016

Mr. Ric Taylor, Director of Facilities Management and Planning, reviewed the proposal submission of two capital projects to

PASSHE. He discussed the relationship of the requested \$8.4 million Office Consolidation project to Phase I of the proposed Clarion University Facilities Master Plan (FMP). Regarding the request for \$5 million in Campus Accessibility Improvements, Mr. Taylor indicated that while those funds had already been approved by PASSHE, their inclusion on the list was being done to formally request the release of the funds.

Ms. Oberlander asked about the location of parking for the Main Street Suites buildings. Mr. Taylor indicated that parking would be located in the area now occupied by Wilkinson and Nair residence halls. He further indicated that the Main Street Suites project was slight ahead of schedule, with interior painting occurring in Building B. Ms. Bauer requested that the Main Street Suites be included in the 2015 building inspection tour conducted by the Trustees Facilities Committee.

Commenting on the university's draft FMP, Dr. Whitney noted that it had been forwarded to PASSHE for its formal acceptance and would be reviewed with the university's boards in a workshop sometime after May 1, 2015. Dr. Whitney touched briefly on the funding plan for Phase I of the FMP, noting that projects for which funding had been identified had been designated with a green check mark. Dr. Whitney commended Mr. Taylor for his great work on the development of the FMP.

A motion was made by Mr. James, seconded by Mr. Young, to approve the following resolution. The motion carried unanimously.

RESOLVED, that the Council of Trustees, Clarion University approve the 2015-2016 Capital Program Submissions to the State System of Higher Education.

Information Items

1. Status of Facilities Report

Mr. Taylor highlighted items on the Status of Facilities Report. He noted that interior painting was occurring in Becht Hall and that the renovated building would be turned over to the university on July 7, 2015. Dr. Whitney asked Mr. Taylor if a tour of Becht Hall could be held in conjunction with the Council of Trustees' July meeting.

2. Budget Update

Mr. Cullo indicated that Budget and Accounting staff were working on the development of the university's FY2015-2016 budget.

D. Student Affairs

No report.

E. University Advancement

Information Item

1. Fund-raising Report

Mr. Geiger reported on the formation of a steering committee for the university's next capital campaign and their work in reviewing and vetting of campus priorities.

2. New Commercials

Mr. David Love, Director of Marketing and Communications, showed a new commercial targeted at adult learners, including veterans. He noted that the commercial would be running until the end of February and would resume again in April.

VI. REPORT OF COMMITTEES

A. Executive Committee

Mr. Kifer noted that the Trustees Executive Committee had met on February 9, 2015, and that copies of the minutes of the meeting would be sent to the trustees.

B. Finance Committee

Mr. Cullo directed the trustees' attention to the report of the Finance Committee, which had been attached to their agendas.

A motion was made by Mr. James, seconded by Ms. Bauer, to approve the Finance Committee's Report of February 19, 2015. The motion carried, with Mr. Seitz abstaining.

VII. UNFINISHED BUSINESS – None

VIII. NEW BUSINESS – None

IX. ADJOURNMENT - The meeting was adjourned at 8:07 p.m.

Respectfully submitted

A handwritten signature in cursive script, appearing to read "M. Steiner Bauer".

Milissa Steiner Bauer, Secretary
Council of Trustees